

Administration Committee

2010-06-09 09:45:00.0

Or immediately following the 9:30 a.m. BATA Oversight Committee Meeting, whichever occurs later.
Joseph P. Bort MetroCenter Lawrence D. Dahms Auditorium
101 Eighth Street Oakland, California

The Administration Committee considers matters relating to MTC administration, budget and agency contracts.

This agenda was updated 2010-06-03 11:53:00.0. It is accurate to the best of our knowledge at that time.

For assistance, please contact Kimberly Ward,
kward@mtc.ca.gov, (510) 817-5967

This meeting will be [audiocast](#) on the MTC Web site during the meeting, and an [audio file](#) will be available for approximately one month after the meeting date.

Chair

Tom Bates

Vice Chair

Dave Cortese

Members

Chris Daly Bill Dodd
Federal Glover Steve
Kinsey Bijan Sartipi**

Ex Officio

Scott Haggerty***
Adrienne Tissier***

Ad Hoc

All Other Commissioners

Staff Liaison

Steve Heminger

Roll Call

1.

Action: Confirm Quorum

Consent:

2.

Action: Committee Approval

Minutes - May 12, 2010*

a) **Action:** Receipt

• [02a Admin Minutes May 12 2010.pdf](#)

b) **Monthly Financial Statements***

Presented by: Eva Sun

Action: Receipt

- [02b MTC Financials.pdf](#)

Investment Report for April 2010* (Sue Woo)

c) **Action:** Receipt

- [02c Investment Report April 2010.pdf](#)

Contract Amendments: Ancillary Audits and Consulting Services* (\$380,000)

i. Caporicci & Larson CPA, Oakland

ii. KPMG LLP, Sacramento

iii. Williams, Adley & Company, LLP, Oakland

d)

iv. Deloitte & Touche, LLP, San Francisco

v. Macias, Gini & O'Connell LLP, Walnut Creek

Presented by: Brian Mayhew

- [02d AncillaryAuditsAmendment2011.pdf](#)

Contract - Lifeline Transportation Program Evaluation - Nelson\Nygaard Consulting Associates* (\$148,329)

e) **Presented by:** Jennifer Yeamans

Action: Committee Approval

- [02e LifelineEvaluation contract.pdf](#)

Agreements - Project based Temporary Staffing Services*

i. Mainz Brady, Oakland (\$201,240)

f) *ii. Modis, San Ramon (\$197,081)*

iii. International Program Services, San Mateo (\$446,470)

iv. Local Government Services, Carmel (\$2,137,000)

Presented by: Robin James

Action: Committee Approval

- [02f Agency Temporary Services James FIN 2010-2011.pdf](#)

Contract - Regional Agencies Climate Protection Program: Elmwood Consulting* (\$125,000)

g) **Presented by:** Ted Droettboom

Action: Committee Approval

- [2g Elmwood Consulting.pdf](#)

MTC Resolution No. 3619, Revised - Changes to Executive Director's Signature Authority*

The Committee will be requested to forward to the Commission MTC Resolution No. 3619, Revised which would revise the signature authority of the Executive Director or designated Deputy Executive Director (DED) for amendments and make certain other clarifying changes.

3.

Presented by: Teri Green

Action: Commission Approval

- [03 MTC Res. 3619 Revisions.pdf](#)

- [03 tmp-3619 revised.pdf](#)

Agency Budget Actions

*a. Revised MTC FY 2009-10 Operating Budget Resolution No. 3907**

*b. MTC FY 2010-11 Operating and Capital Budget Resolution No. 3954**

Revisions to MTC Operating Budget FY 2009-10 and MTC Operating and Capital Budget

4. *for FY 2010-11.*

Presented by: Brian Mayhew

Action: Commission Approval

- [04 Budget.pdf](#)

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- [04 Resolution 3907.pdf](#)

- [04 Resolution 3954.pdf](#)

Adjournment

5.

Action: Informaton

Next meeting

2010-07-14 09:45:00.0

Joseph P. Bort MetroCenter

Lawrence D. Dahms Auditorium

101 Eighth Street

Oakland, California

*Attachment sent to committee members, key staff and others as appropriate. Copies will be available at the meeting.

**All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are Subject to change by the Committee.

***The MTC chair and vice-chair are ex-officio voting members of all standing committees. A quorum of this committee shall be a majority of its regular non-ex-officio voting members (4) +Non-Voting member.

Every member of the Commission who is not otherwise designated as a member of this committee is an ad hoc non-voting member. Although a quorum of the Commission may be in attendance at this meeting, the committee may take action only on those matters delegated to it. The committee may not take any action as the full Commission unless this meeting has been previously noticed as a Commission meeting.

The vote of an ex-officio member shall count to satisfy a committee quorum if there are not sufficient regular members of the Committee in attendance. In addition, an ad hoc non-voting committee member may be designated by the committee chairperson as a voting member for this particular committee meeting if an additional voting member is needed for a committee quorum.

Public Comment: The public is encouraged to comment on agenda items at committee meetings by completing a request-to-speak card (available from staff) and passing it to the committee secretary or chairperson. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Record of Meeting: MTC meetings are tape-recorded. Copies of recordings are available at nominal charge, or recordings may be listened to at MTC offices by appointment. Audio casts are maintained on MTC's Web site for public review for at least one month.

Sign Language Interpreter or Reader: If requested three (3) working days in advance, sign language interpreter or reader will be provided; for information on getting written materials in alternate formats call 510/817-5757.

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